



Red Jacket Community Library

MINUTES

11 JULY 2016

BOARD OF TRUSTEES ANNUAL MEETING

7:00 PM

TRUSTEE ROLL CALL (PRESENT; ABSENT)

- NICOLE COYNE, PRESIDENT
- ANGELA PAYNE, VICE PRESIDENT
- JILL PERSSON
- ANN GULICK
- ROXIE MERITHEW
- THERESA SCHLOSSNAGLE
- KIM MOYER, SECRETARY
- BARBARA MURPHY

OTHERS PRESENT:

- RITA LONNEVILLE, TREASURER
- SETH JACOBUS, LIBRARY DIRECTOR
- PAT AYRES, RJCL FRIENDS
- ERIN SHANNON, ELECTED TRUSTEE
- ELAINE SHANER- ELECTED TRUSTEE
- WENDY AYRES- ELECTED TRUSTEE

THE ANNUAL MEETING WAS CALLED TO ORDER BY N. COYNE AT 7:05 P.M.

OATH OF OFFICE

R. LONNEVILLE ADMINISTERED THE OATH OF OFFICE TO NEWLY ELECTED TRUSTEES; ERIN SHANNON, ELAINE SHANER, AND WENDY AYRES (5 YEAR TERM 7/1/2016-6/30/2021). R. LONNEVILLE SHALL FILE THE OATH CARDS WITH THE ONTARIO COUNTY CLERK.

NOMINATIONS AND ELECTIONS

NOMINATION OF THE 2016-17 STATE OF OFFICERS, PRESENTED AT THE JUNE 2016 ANNUAL MEETING, FOR ELECTION AS FOLLOWS: PRESIDENT – N. COYNE; VICE-PRESIDENT – A. PAYNE; AND SECRETARY – K. MOYER. **RESOLVED**, TO APPROVE THE SLATE OF OFFICERS AS PRESENTED, MOTION BY R. MERITHEW AND SECOND BY J. PERSSON. APPROVED BY ALL PRESENT.

TAX CAP OVERRIDE

RESOLVED, TO OVERRIDE THE TAX CAP FOR THE 2016-2017 BUDGET, MOTION BY R. MERITHEW AND SECOND BY B. MURPHY. APPROVED BY ALL PRESENT.

BANK SIGNATURE CARDS

PER AGENDA, REVIEW AND DOCUMENTATION OF CHECK SIGNING PROCEDURE. IN THE EVENT OF NO MONTHLY BOARD MEETING OR LACK OF A QUORUM NEEDED TO AUTHORIZE ACCOUNTS PAYABLE, TWO AUTHORIZED ACCOUNT SIGNERS, AS NOTED BELOW, WILL NEED TO PROVIDE SIGNATURES ON ACCOUNTS PAYABLE.

TO CONFIRM, THE PARTIES BELOW ARE NAMED AS SIGNERS FOR THE CNB RED JACKET COMMUNITY LIBRARY ACCOUNT AS PER JUNE 2015 ANNUAL MEETING MINUTES. TWO SIGNATURES ARE REQUIRED TO AUTHORIZE A CHECK PAYMENT.

RESOLVED, THAT THE CANANDAIGUA NATIONAL BANK AND TRUST COMPANY (HEREINAFTER REFERRED TO AS THE "BANK") IS HEREBY DESIGNATED AS A DEPOSITORY OF THE RED JACKET COMMUNITY LIBRARY, 7 LEHIGH AVENUE, SHORTSVILLE, NY (HEREINAFTER REFERRED TO AS THE "CORPORATION") AND THE DEPOSIT ACCOUNTS OF ANY KIND MAY BE OPENED AND MAINTAINED IN THE NAME OF THE CORPORATION WITH SAID BANK. BE IT FURTHER

RESOLVED, THAT THE FUNDS OF THE CORPORATION MAY BE ELECTRONICALLY TRANSFERRED OR WITHDRAWN UPON CHECK, DRAFT NOTE, WRITTEN ORDER, WRITTEN WITHDRAWAL REQUEST OR DEBIT CARD TRANSACTION OF THE CORPORATION SIGNED OR PURPORTING TO BE SIGNED BY THE FACSIMILE SIGNATURE(S). IN SOME INSTANCES, THE REQUEST FOR THE ELECTRONIC TRANSFER OF FUNDS MAY BE ACCEPTED BY AN OFFICER OF THE BANK OVER THE TELEPHONE

BY ANY OF THE FOLLOWING PERSONS:

TREASURER
RITA S. LONNEVILLE
38 HIGH STREET
SHORTSVILLE, NY

LIBRARY MANAGER/DIRECTOR
SETH JACOBUS
11 MARY ST. APT 4G
PHELPS, NY

PRESIDENT
NICOLE COYNE
38 BOOTH STREET
SHORTSVILLE, NY

VICE-PRESIDENT
ANGELA PAYNE
71 STATE STREET
MANCHESTER, N

THE BANK IS HEREBY AUTHORIZED TO PAY SUCH CHECKS, DRAFTS, NOTES, WRITTEN ORDERS, OR TO PAY PURSUANT TO THE WRITTEN WITHDRAWAL AND ELECTRONIC TRANSFER REQUESTS AND TO RECEIVE THE SAME FOR CREDIT TO THE ACCOUNT OF THE PAYEE, OR IN PAYMENT OF THE INDIVIDUAL INDEBTEDNESS OF THE PAYEE, OR ANY OTHER HOLDER WHEN SO SIGNED, OR TO OTHERWISE HONOR ANY WRITTEN INSTRUCTIONS CONCERNING SAID ACCOUNT WHEN SIGNED AS AUTHORIZED ABOVE, WITHOUT INQUIRY AS TO THE CIRCUMSTANCES OF THEIR ISSUE OR THE DISPOSITION OF THEIR PROCEEDS OR ANY SUCH PAYMENTS WHETHER DRAWN TO THE INDIVIDUAL ORDER OR TENDERED IN PAYMENT OF THE INDIVIDUAL OBLIGATIONS OF ANY OF THE ABOVE PERSONS OR ANY OFFICER OR EMPLOYEE OF THIS CORPORATION OR OTHERWISE. BE IT FURTHER

RESOLVED, THAT THE BANK AS A DESIGNATED DEPOSITORY OF THIS CORPORATION, IS HEREBY REQUESTED, AUTHORIZED, AND DIRECTED TO HONOR CHECKS, DRAFTS, OR OTHER ORDERS FOR THE PAYMENT OF MONEY DRAWN IN THIS CORPORATION'S NAME, INCLUDING THOSE PAYABLE TO THE INDIVIDUAL ORDER OF ANY PERSON OR PERSONS WHOSE NAMES APPEAR THEREON AS SIGNER OR SIGNERS THEREOF, WHEN BEARING OR PURPORTING TO BEAR THE FACSIMILE SIGNATURE(S) OF ANY INDIVIDUAL(S) LISTED ON THIS RESOLUTION, AND THE BANK SHALL BE ENTITLED TO HONOR AND TO CHARGE THIS CORPORATION FOR SUCH CHECKS, DRAFTS, OR OTHER ORDERS, REGARDLESS OF BY WHOM OR BY WHAT MEANS THE ACTUAL OR PURPORTED FACSIMILE SIGNATURE(S) THEREON MAY HAVE BEEN AFFIXED THERETO, IF SUCH SIGNATURE(S) RESEMBLE THE FACSIMILE SPECIMENS DULY CERTIFIED TO OR FILED WITH THE BANK BY THE SECRETARY OR OTHER OFFICER OF THIS CORPORATION. BE IT FURTHER

RESOLVED, THAT IF ANY ONE OF THE AUTHORIZED SIGNATURES IS PRESENT, THE BANK'S ACTION IN PAYING SUCH CHECKS, DRAFTS, NOTES, WRITTEN ORDER OR PAYING PURSUANT TO SUCH WRITTEN WITHDRAWAL OR ORAL REQUEST SHALL BE BINDING ON THE CORPORATION SINCE THE REQUIREMENT OF MORE THAN ONE SIGNATURE IS SOLELY AN INTERNAL REQUIREMENT OF THE CORPORATION AND SHALL NOT BE BINDING ON THE BANK. BE IT FURTHER

RESOLVED, THAT ANY CHECKS, DRAFTS, NOTES OR OTHER INSTRUMENTS OF ANY KIND PAYABLE TO OR BELONGING TO THIS CORPORATION MAY BE ENDORSED BY ANY OF ITS OFFICERS, EMPLOYEES OR AGENTS AND DEPOSITED WITH THE BANK FOR THE CREDIT AND USE OF THIS CORPORATION AND SAID ENDORSEMENTS MAY BE MADE IN WRITING OR BY STAMP AND WITHOUT DESIGNATION OF THE PERSON SO ENDORSING. BE IT FURTHER

RESOLVED, THAT THE SECRETARY SHALL FURNISH TO THE BANK THE NAMES OF THE PRESENTLY DULY ELECTED AND QUALIFIED OFFICERS OF THE CORPORATION AND SHALL, FROM TIME TO TIME HEREAFTER AS CHANGES IN THE PERSONNEL OF SAID OFFICERS ARE MADE, IMMEDIATELY CERTIFY SUCH CHANGES TO THE BANK, AND THE BANK SHALL BE FULLY PROTECTED IN RELYING ON SUCH CERTIFICATION OF THE SECRETARY AND SHALL BE INDEMNIFIED AND SAVED HARMLESS FROM ANY CLAIMS, DEMANDS, EXPENSES, LOSS OF DAMAGES RESULTING FROM, OR GROWING OUT OF HONORING THE SIGNATURE OF ANY OFFICER SO CERTIFIED, OR REFUSING TO HONOR ANY SIGNATURE SO CERTIFIED. BE IT FURTHER

RESOLVED, THAT ANY PERSON DESIGNATED AS AN AUTHORIZED SIGNER ON ACCOUNTS OF THE CORPORATION IS AUTHORIZED TO BORROW MONEY ON BEHALF OF THE CORPORATION BY TAKING ADVANCES (INITIATED BY OVERDRAFT OR ONLINE TRANSFER) ON ANY EXISTING CHEXMATE OVERDRAFT LINE OF CREDIT ACCOUNT THAT HAS BEEN ESTABLISHED FOR ACCOUNTS OF THE CORPORATION. BE IT FURTHER

RESOLVED, THAT THE BANK, AS A DESIGNATED DEPOSITORY OF THIS CORPORATION, IS HEREBY REQUESTED, AUTHORIZED AND DIRECTED TO ISSUE A DEBIT CARD TO ANY PERSON OR PERSONS DESIGNATED BY THE CORPORATION AS AN AUTHORIZED SIGNER ON ACCOUNTS OF THE CORPORATION. THE BANK IS HEREBY REQUESTED, AUTHORIZED AND DIRECTED TO HONOR ELECTRONIC TRANSACTIONS INITIATED BY DEBIT CARD WITH THE SIGNATURE OF AN AUTHORIZED SIGNER (SIGNATURE BASED) OR BY THE DEBIT CARD WITH AN ASSIGNED PERSONAL IDENTIFICATION NUMBER (PIN BASED), DRAWN ON THIS CORPORATION'S NAME, INCLUDING THOSE PAYABLE TO THE INDIVIDUAL ORDER OF ANY PERSON OR PERSONS WHO THE CORPORATION HAS DESIGNATED AS AN AUTHORIZED SIGNER. BE IT FURTHER

RESOLVED, THAT THE SECRETARY OR ANY OTHER OFFICER OF THIS CORPORATION IS HEREBY AUTHORIZED TO CERTIFY TO THE BANK A COPY OF THESE RESOLUTIONS AND TO AUTHORIZE ADDITIONAL INDIVIDUALS TO CONDUCT ON-LINE BANKING TRANSACTIONS ON BEHALF OF THE ORGANIZATION THROUGH THE INTERNET. SUCH AUTHORIZATION WILL BE MADE IN WRITING TO THE BANK. THE BANK MAY RELY ON AND ACT UPON SUCH CERTIFICATES, AND THESE RESOLUTIONS SHALL CONTINUE IN FULL FORCE AND EFFECT UNTIL THE BANK IS ADVISED BY A LIKE CERTIFICATE OF ANY CHANGES THEREIN, ON MOTION BY S. HUTSON, SECOND BY R. MERITHEW AND UNANIMOUSLY CARRIED AND CERTIFIED TO THE CANANDAIGUA NATIONAL BANK AND TRUST COMPANY BY N. COYNE THAT THE FOREGOING IS A TRUE AND COMPLETE COPY OF THE RESOLUTIONS DULY ADOPTED BY THE BOARD OF TRUSTEES OF THE RED JACKET COMMUNITY LIBRARY ON THIS DATE (13 JULY 2015).

COMMITTEE APPOINTMENTS

COMMITTEE ASSIGNMENTS FOR 2016-17 WERE PRESENTED BY N. COYNE AS FOLLOWS:

COMMITTEE	TYPE	CHAIRPERSON	MEMBERSHIP
PERSONNEL	STANDING	K. MOYER	N. COYNE, J. PERSSON
FINANCE	STANDING	K. MOYER	E. SHANNON
POLICY	STANDING	A. PAYNE	W. AYRES
FACILITIES/JOINT COMMITTEE	AD HOC	E. SHANER	R. MERITHEW
NOMINATING	STANDING	T. SCHLOSSNAGLE	
LONG RANGE PLANNING	STANDING	N. COYNE	A. PAYNE
GRIEVANCE	AD HOC	B. MURPHY	T. SCHLOSSNAGLE, J. PERSSON

ADJOURNMENT

RESOLVED, THAT THE ANNUAL MEETING ADJOURN AT 7:15 PM, ON MOTION BY R. MERITHEW AND SECOND BY K. MOYER WITHOUT OBJECTION.

I CERTIFY THAT THE MINUTES ARE TRUE AND ACCURATE.

RESPECTFULLY SUBMITTED,

X *Kimberly Moyer*

Kimberly Moyer
Secretary